



J. TYLER McCAULEY
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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April 5, 2006

TO: Mayor Michael D. Antonovich
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

FROM: J. Tyler McCauley 
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – FIELD'S
COMPREHENSIVE YOUTH SERVICES, INCORPORATED – NAPA
AVENUE GROUP HOME AND EDDINGTON STREET GROUP HOME**

We have completed a review of Napa Avenue Group Home and Eddington Street Group Home operated by Field's Comprehensive Youth Services, Incorporated. Each Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Napa Avenue and Eddington Street Group Homes are each six-bed facilities, which provide care for boys ages 14-17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Napa Avenue Group Home was providing services for two Los Angeles County Probation children, and four San Bernardino County children. Eddington Street Group Home was providing services for one Los Angeles County DCFS child, one Los Angeles County Probation child, and three San Bernardino County children.

Field's Comprehensive Youth Services Group Homes are located in San Bernardino County.

"To Enrich Lives Through Effective and Caring Service"

Scope of Review

The purpose of the review is to determine whether the Agency is providing the services as outlined in their Program Statement. Additionally, the review covers basic child safety and licensing issues, and includes an evaluation of the Agency's Program Statement, internal policies and procedures, child case records, a facility inspection, and interviews with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the program services provided by the Agency, and to ensure adherence to the Foster Youth Bill of Rights.

Summary of Findings

Generally, the Agency is providing the services as outlined in their Program Statement. Each Group Home has deficient areas that need to be addressed.

Both group homes need to paint their garage doors; provide additional reading material; include the treatment team in the development and implementation of the Needs and Services Plans; provide Needs and Services Plans that are comprehensive, and include long and short-term goals; and provide children with a sufficient quantity of clothing.

Napa Avenue Group home needs to clean the front entryway; re-surface the front driveway; remove the sofa from the backyard patio; remove the broken air conditioning unit, organize the closet space, and clean the fan light in the therapy room; clean the sliding door track in the living room; provide appropriate lighting in the main bathroom; repair the hole in the wall and clean the shower door in the bathroom; maintain a full complement of linens for the children's beds; replace the mattress in bedroom one; clean the windowsills and the window coverings in each bedroom; and provide children with the required minimum weekly allowance.

Eddington Group Home needs to clean the carpet and the stairs in the living room; clean the interior entryway including the fanlight, the window, and surrounding area; repair or replace the cracked linoleum in the den/family room; repair and re-paint or replace the cabinet in the main bathroom; clean the mold and/or mildew off the ceiling and surrounding the bathtub in the main bathroom; clean and repair or replace the shower floor; clean the windowsills, and replace the curtain rod in bedroom one; repair or replace the broken drawers in bedroom two; clean the sliding patio door track in bedroom two; and replace the window coverings in bedrooms two and three.

Attached is a detailed report of the review.

Review of Report

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me, or have your staff contact Mike Pirolo at (626) 293-1110.

JTM:MP:CC:jh
http://auditor.co.la.ca.us/group_home.asp

Attachments

c: David E. Janssen, Chief Administrative Officer
David Sanders, Ph.D., Director, DCFS
Robert B. Taylor, Acting Chief Probation Officer
Arby Fields, Executive Director, Field's Comprehensive Youth Services, Inc.
Public Information Office
Audit Committee

**Field's Comprehensive Youth Services
Napa Avenue Group Home
7062 Napa Avenue
Rancho Cucamonga, California 93550
Phone: (909) 466-8685
License Number: 366402086
Rate Classification Level: 10**

I. Facility and Environment

Method of assessment – Observation

Comments:

Napa Avenue Group Home is located in a residential community. The front and back yards are adequately landscaped. However, the exterior of the Group Home is not well maintained. The front entryway is littered with leaves, dirt and other debris; there is a discarded sofa on the back patio, and the garage door paint is peeling, chipped, and faded. The driveway is cracked and uneven.

There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, the common quarters need improvement. In the therapy room, there is a broken air conditioning unit on the floor; the closet space is disorganized, and the overhead fanlight is dusty. The sliding door track in the living room is dirty. In the main bathroom, light bulbs are missing from the light fixtures, and there is a hole in the wall. In the second bathroom, there is mildew on the shower door.

Children's sleeping arrangements are appropriate. There is adequate lighting, storage space, and age appropriate personalized decorations. However, the windowsills and window coverings are dirty. Overall, the mattresses are comfortable; however, one mattress is worn, and one bed does not have a full complement of linens.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV and a DVD player. Resource materials including a computer with a variety of programs are available. However, there is an insufficient amount of reading material.

The Group Home maintains a sufficient supply of perishable and non-perishable foods.

Recommendations

1. Field's Comprehensive Youth Services:

- a. Clean the front entryway.
- b. Paint the garage door.
- c. Re-surface the front driveway.
- d. Remove the sofa from the backyard patio.
- e. Remove the broken air conditioning unit from the therapy room.
- f. Organize the closet space in the therapy room.
- g. Clean the fan light in the therapy room.
- h. Clean the sliding door track in the living room.
- i. Provide light bulbs for the light fixtures in the main bathroom.
- j. Repair the hole in the bathroom wall.
- k. Clean the shower door in the second bathroom
- l. Maintain a full complement of bed linens for each bed.
- m. Replace the mattress in bedroom one.
- n. Clean the windowsills and the window coverings in each bedroom.
- o. Provide additional reading material.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team does not develop or implement the Needs and Services Plans (NSPs). The NSPs are current; however, they are not comprehensive, and do not include long and short-term goals.

Case files reflect adequate documentation to show that children are receiving treatment services.

Recommendations

2. Field's Comprehensive Youth Services:

- a. Include the treatment team in the development and implementation of the NSPs.**
- b. Develop NSPs that are comprehensive, and include long and short-term goals.**

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides children with sufficient recreational activities, and leisure time. Children are provided with opportunities to participate in planning activities.

Children participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

According to the Agency's management, there are currently no children taking psychotropic medications. This information is appropriately documented.

Children are aware of their right to refuse medication.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment –Interviews with children

Sample size for interviews: Two

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home, and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to make and receive personal telephone calls, send and

receive unopened mail, and have private visitors. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides children with the required \$50 monthly clothing allowance. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality; however, one child is in need of slippers, nightwear, and long-sleeved shirts.

Children spend their allowances as they choose. However, the Group Home does not provide children with the required minimum weekly allowance.

The Group Home provides children with adequate personal care items.

Children are encouraged and assisted in creating and maintaining photo albums/life books.

Recommendations

3. Field's Comprehensive Youth Services management:

- a. Provide all children with a sufficient quantity of clothing.**
- b. Provide children with the required minimum weekly allowance.**

**Field's Comprehensive Youth Services
Eddington Street Group Home
1240 Eddington Street
Upland, California 91786
Phone: (909) 608-1991
License Number: 366407025
Rate Classification Level: 10**

I. Facility and Environment

Method of assessment – Observation

Comments:

Eddington Street Group Home is located in a residential community. Overall, the exterior of the Group Home is well maintained. The front and back yards are clean, and adequately landscaped. However, the garage door paint is peeling, chipped and faded.

There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, common quarters require improvement. The living room carpet, stairs, and entryway, including the fanlight, the window, and surrounding area are dirty. The linoleum floor in the family room is damaged in several places. In bathroom one, the cabinets are worn, the door is broken, and there is mildew surrounding the tub area and on the ceiling. In the second bathroom, the shower floor is stained.

Children's sleeping arrangements are appropriate. There is adequate lighting, storage space, and age appropriate personalized decorations. The mattresses are comfortable and the beds all have a full complement of linens. Window screens are in good repair. However, the bedroom dressers have broken drawers. In bedroom one, the windowsills are dirty, and the curtain rod is bent. In bedroom two, the sliding patio door track is dirty, and the window coverings are missing slats. In bedroom three, the window coverings are torn, and do not provide adequate privacy.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV and a DVD player. Resource materials, including a computer with a variety of programs, are available. However, there is an insufficient amount of reading material.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

Recommendations

1. Field's Comprehensive Youth Services:

a. Re-paint the garage door.

- b. Clean the carpet and stairs in the living room.
- c. Clean the interior entryway including the fanlight, the window, and surrounding area.
- d. Repair or replace the cracked linoleum in the den/family room.
- e. Repair and re-paint or replace the cabinet in the main bathroom.
- f. Clean the ceiling in the main bathroom.
- g. Clean the grout in the bathtub area.
- h. Clean and repair or replace the shower floor in the second bathroom.
- i. Clean windowsills in bedroom one.
- j. Replace the curtain rod in bedroom one.
- k. Repair or replace the chests of drawers in bedroom two.
- l. Clean the sliding patio door track in bedroom two.
- m. Replace the window coverings in bedrooms two and three.
- n. Provide additional reading material.

II. Program Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team does not develop or implement the Needs and Services Plans (NSPs). The NSPs are current; however, they are not comprehensive, and do not include long and short-term goals.

Case files reflect adequate documentation to show that children are receiving treatment services.

Recommendations

2. Field's Comprehensive Youth Services:

- a. Include the treatment team in the development and implementation of the NSPs.
- a. Develop NSPs that are comprehensive, and include long and short-term goals.

III. Educational and Emancipation Services

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

Recommendations

There are no recommendations for this section.

IV. Recreation and Activities

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides children with sufficient recreational activities, and leisure time. Children are provided with opportunities to participate in planning activities.

Children participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

Recommendations

There are no recommendations for this section.

V. Psychotropic Medication

Method of assessment – Review of relevant documents

Comments:

According to the Agency's management, there are currently no children taking psychotropic medications. This information is appropriately documented.

Children are aware of their right to refuse medication.

Recommendations

There are no recommendations for this section.

VI. Personal Rights

Method of assessment –Interviews with children

Sample size for interviews: Two

Comments:

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home, and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to make and receive personal telephone calls, send and receive unopened mail, and have private visitors. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

Recommendations

There are no recommendations for this section.

VII. Clothing and Allowance

Method of assessment – Review of relevant documents and interviews

Sample size for interviews: Two

Comments:

The Group Home provides items of necessity, and the required \$50 monthly clothing allowances to children. Children are provided with opportunities to select their own clothes. Clothing provided to the children is of good quality; however, one child is in need of additional long sleeved shirts and a coat.

The Group Home provides children with the required minimum weekly allowance. Children spend their allowances as they choose.

The Group Home provides children with adequate personal care items.

Children are encouraged and assisted in creating and maintaining photo albums/life book.

Recommendations

- 3. Field's Comprehensive Youth Services management provide all children with a sufficient quantity of clothing.**



YOUTH SERVICES INC.

February 28, 2006

Jacquelyn Hayes
Group Home Obudsman
Department of Auditor-Controller
Kenneth Hahn Hall of Administration
500 West Temple Street, Room 515A
Los Angeles, Ca 90012

Re: Program Audit Report Dated 11-19-2005

Dear Ms. Hayes,

The following Corrective Action Plan is in response to your program audit report of 11-09-2005.

**Napa Avenue Group Home
7062 Napa Avenue
Rancho Cucamonga, California 91701
Phone: (909) 466-8685
License Number : 366402086**

**1. Facility:
Comments:**

The leaves, dirt, and other debris has been disposed of. The sofa has been removed and lounge chairs replaced sofa. The garage has been repaired of all chips, fading , and peeling. The driveway has been re-surfaced.

The broken air conditioning unit has been disposed of; the closet area now has two dresser's for more organization, the overhead fanlight has been thoroughly cleaned, and the sliding door track in the living room has been cleaned as well. In the main bathroom, the light fixtures now have sufficient light bulbs, and hole behind the



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toilet has been patched and repaired. In the second bathroom, shower has been thoroughly cleaned with no signs of mildew.

In children's sleeping quarters windowsills and window coverings are clean. All beds now have new complement of linen, And brand new mattress with sufficient padding in bedroom one.

There is sufficient amount of reading materials such as magazines, fiction and non-fiction books.

Recommendations:

1. Fields Comprehensive Youth Services:

- a. Entryway is now rid of all leaves, dirt, and other debris.
- b. Garage door has been painted.
- c. Front driveway has been re-surfaced.
- d. Sofa removed and replaced with lounge chairs.
- e. Air conditioning unit has been removed and disposed.
- f. Dresser drawers were put in place for organization.
- g. Fanlights in therapy room were cleaned thoroughly.
- h. Sliding door track in living room was cleaned thoroughly.
- i. Main bathroom has sufficient light bulbs for fixtures.
- j. Hole behind toilet has been patched and repaired in main bathroom.
- k. Shower door has been cleaned thoroughly id second bathroom.
- l. All residents have brand new full complement of bed linen.
- m. Bedroom one mattress has been replaced with new mattress.
- n. All windowsills and window coverings in each bedroom has been cleaned.
- o. Reading materials have been added such as magazines, fiction and non-fiction books.



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February 28, 2006

II. Program Services:

The Treatment Team has incorporated a comprehensive Needs and Services Plans that includes long and short term goals.

Recommendations:

2. Fields Comprehensive Youth Services:

- a. A Treatment Team is developed to implement the Needs and Services Plans.
- b. Needs and Services Plans are comprehensive and includes long and short term goals.

III. Educational and Emancipation:

Recommendations:

No recommendations for this section.

IV. Recreation and Activities:

Recommendations;:

No recommendations for this section.

V. Psychotropic Medication:

Recommendations:

No Recommendations for this section.



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VI. Personal Rights:

Recommendations:

No recommendations for this section.

VII. Clothing and Allowance:

Comments:

Children(s) have sufficient slippers, nightwear, and long-sleeved shirts.

The Group Home provides the required minimum base allowance, \$7.00 per week

Recommendations:

Fields Comprehensive Youth Services Management:

- a. The Group Home provides sufficient quantity of clothing.**
- b. The Group Home provides the required minimum base weekly allowance, \$7.00 per week.**



YOUTH SERVICES INC.

**Eddington Street Group Home
1214 Eddington Street
Upland, California 91786
Phone (909) 608-1991
License Number: 366407025
Rate Classification Level: 10**

I. Facility

Comments:

The garage door is no longer peeling, chipped, or faded. The necessary repairs have been made.

The living room carpet, stairs, and entryway are thoroughly clean. The linoleum floor in the family room have been replaced with new carpet. In bathroom one, cabinets have been repaired, the door have been replaced, and the entire bathroom have been cleaned thoroughly. The second bath the shower floor have been cleaned and the side wall is seal.

In the children(s) sleeping quarters, the bedrooms have a new dressers. In bedroom one, the windowsills have been thoroughly cleaned and the curtain rods have been replaced. In bedroom two the sliding patio door track is clean, and the window coverings have slats. In bedroom three the window coverings have removed and replaced with new coverings.

The Group Home provides additional reading materials such as magazines, fiction and non-fiction books.

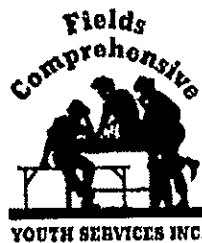


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Recommendations:

1. Fields Comprehensive Youth Services:

- a. The garage door have been completely refinished and repainted.
- b. The living room carpet and stairs are have been cleaned thoroughly.
- c. The interior entryway, fanlight, window, and surrounding area are clean.
- d. The linoleum in family room have replaced.
- e. All cabinets have been repaired or replaced.
- f. The main bathroom have been thoroughly cleaned.
- g. Grout in bathroom area is clean.
- h. .In the bathroom/bedroom suite have been clean and repaired, and shower floor repaired,
- i. In bedroom two dresser drawer have been replaced.
- j. In bedroom two sliding patio door track have been thoroughly cleaned.
- k. Window coverings in bedroom two and three have replaced.
- l. Windowsills in bedroom one are thoroughly cleaned.
- m. Curtain rod in bedroom one have been replaced.
- n. The Group Home provides additional reading materials such as magazines, fiction and non-fiction books.



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I. Program Services:

Comments:

- a. The Treatment Team has added to the Needs and Services Plans.
- b. Needs and Services are comprehensive and will now includes long and short term goals.

II. Educational and Emancipation: **No recommendations for this section.**

V. Psychotropic Medication:

Recommendations:
No recommendations for this section.

VI. Personal Rights:

Recommendations:
No recommendations for this section.

VII. Clothing and Allowance:

Comments:

Children(s) have sufficient quantity of long sleeved shirts and coat.

Recommendations:

Fields Comprehensive Youth Services Management:



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- a. The Group Home provides sufficient quantity of clothing.
- b. The Group Home provides the required minimum base weekly allowance. \$7.00 per week.


Tina M. Blackshear
Dir. Of Admin. Svcs.


Date